

**MINUTES OF BOARD OF HEALTH MEETING**  
**February 1, 2012**

Meeting was called to order by Chair Kraft at 6:03 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Thompson, Supervisor Bostwick (left at 7:00 p.m.), Dr. Peterson, Dr. Winter, Mr. Rooney and Dr. Best

Board of Health Members Absent: Ms. Wade.

Staff Members Present: Karen Cain – Health Officer; Tim Banwell – Environmental Health Director; Janet Zoellner – Nursing Director; Sancee Siebold - Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Carol McComb – Public Health Support Specialist.

Others Present: No one at this time.

**Adopt Agenda**

Supervisor Bostwick made a motion to adopt the agenda. Dr. Peterson seconded the motion. MOTION APPROVED.

**Approval of Minutes 1/4/12**

Supervisor Thompson made a motion to approve the minutes of the 1/4/12 Board of Health meeting. Dr. Winter seconded the motion. MOTION APPROVED.

**Citizen Participation**

Chair Kraft stated Craig Knutson's, County Administrator, father passed away on Monday. Dr. Winter stated his visitation would be this Saturday at the Daley Murphy Wisch Funeral Home in Beloit. His funeral would be the following Monday at 11:00 am at Jefferson Prairie Lutheran in Poplar Grove, Illinois.

**Unfinished Business**

Dr. Peterson stated the latest public educational meeting regarding animal control in Rock County went well. He stated he was asked to speak at the Rotary Club and field questions. They had a lot of questions about effective animal control. He will keep the Board updated on the progress of their efforts towards this issue. He stated he would be meeting with Health Department staff and BOH Chair to discuss a field trip to Dane County to find out how they have incorporated this into their county.

**New Business**

**Administrative Division**

**Approval of Bills/Transfer of Funds**

Chair Kraft asked if the health department would be reimbursed for the Adult Hep A and Hep B vaccines #64000 in the amount of \$1,146.00. Ms. Zoellner stated that yes this vaccine is purchased from the pharmaceutical company directly. This vaccine is used mostly for travel and occupational health clients. There is a fee charged for these vaccines. The purchase price of the vaccine is recouped from the client at the time of service.

Supervisor Peer asked how the Culligan deionizer is working out. Ms. Cain stated that E & D Water Works had been contacted to give a quote on supplying our deionizer service. They never responded to our request. Therefore, the department is still renting from Culligan.

Supervisor Peer made a motion to approve the Health Department bills for the month of December, 2011 in the amount of \$3,149.69; bills for the month of January 2012 in the amount of \$11,732.42. Mr. Rooney seconded the motion. MOTION APPROVED.

Transfer of Funds: The cost for purchased adult vaccines such as hepatitis A, hepatitis B, travel vaccines such as yellow fever and other necessary medical supplies such as epi-pens have increased in the past few months. The department needed to replace epi-pens in December 2011 that were going to expire that month. This transfer request will cover the cost for the purchased vaccines and medical supplies that were needed before the end of 2011. \$800 of this request would come from #62110 Other Services and \$500 of this request would come from #64200 Training, totaling \$1300 to #64000 Medical Supplies. Supervisor Peer made a motion to approve the transfer of funds. Mr. Rooney seconded the motion. MOTION APPROVED.

### **Health Department Report**

Restaurant Inspection Reports: Ms. Cain stated restaurant inspection reports are now available on the Health Department website. She stated Mr. Banwell discussed on the radio, in addition to being interviewed by the Janesville Gazette, about the ability to request restaurant inspections off the Health Department website. Ms. Fadrowski, Health Educator, has now put the option on the department website. Citizens click on a link and type in a request for a restaurant inspection report. The department will then email the requestor a copy of the inspection report. The website also has information on food safety and consumer protection.

National Accreditation: Ms. Cain stated that last fall the department received a grant to assess for readiness for National Accreditation process. The department had reapplied for this grant this year. Last week we received the notice that we did not get awarded the grant. She stated the department would still look into what activities and documentation could be updated for this process. If a department has the National Accreditation they could possibly get a higher reimbursement in the granting process, but the fee for the National Accreditation is \$25,000. Three other local health departments are doing the National Accreditation; Polk, Wood and West Allis City. We do the 140 State Review already.

Non-Transient Community Well Program: Ms. Cain stated last week the DNR came down and conducted the annual review of our Non-Transient Community Well Program. They had a meeting with Tim Banwell, Environmental Health Director, herself, and Rick Wietersen, Ground Water Manager. She stated the DNR had good comments on how our department does the program.

Widgets: Ms. Cain stated that next week she and Mr. Banwell would be attending a conference about streamlining government. The speaker, Ken Miller, is the author of "We Don't Make Widgets". This conference is on how to make governments more efficient and leaner. Six or seven other county employees will

attend this conference to see how we can serve the public better and become more efficient (i.e., using a tablet pc in the field to enter the inspections and print them before you leave the facility you are inspecting).

Alternative Work Schedules: Ms. Cain stated the staff has asked her to look into getting alternative work schedules. Some of the reasons given by staff for this request were: staff morale, giving citizens expanded service hours. Ms. Cain stated that some of staff are new young moms that would like to put in longer work hour days with less days worked (4-10 hr days) and that citizens could possibly pick up radon and water kits after regular work hours (8am – 5pm). Ms. Cain met with Dave O’Connell, HR department head and Craig Knutson, County Administrator to discuss alternative work schedules. They want to know how it would be good for business besides employee morale. Dr. Winter asked if there was a problem with employee morale and Ms. Cain stated that she did not feel that there was. She stated that she had asked employees to state why the health department was a good place to work and she had received some very good comments. Supervisor Thompson stated that looking into the alternative schedule was a good idea. Evening hours may help others obtain services from our department. Dr. Winter stated that an alternative work schedule could help retain employees longer as well. Ms. Cain will meet further with health department management on the matter.

**Accepting Prescription Drug Collection Grant and Amending the 2012 Rock County Health Department Budget**

**NOW, THEREFORE BE IT RESOLVE**, that the Rock County Board of Supervisors duly assembled on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, does hereby amend the 2012 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget</u> <u>1/11/12</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
31-3002-0000-42200 State Aid	\$6,500	\$300	\$6,800
<u>Use of Funds</u>			
31-3002-0000-64900 Other Supplies and Expenses	\$7,000	\$300	\$7,300

Dr. Peterson asked where this grant comes from. Mr. Banwell stated that it was from Department of Agriculture, Trade and Consumer Protection. Chair Kraft asked what the grant pays for. Mr. Banwell stated that it pays for barrels and disposal of the drugs. It costs around \$30 for a barrel and \$2/lb for disposal. Last year approximately 3,700 lbs were disposed of. This year it will be more since there are several drop boxes in Rock County now. The first Rx Drug Drop Off is scheduled in Rock County on April 28, 2012.

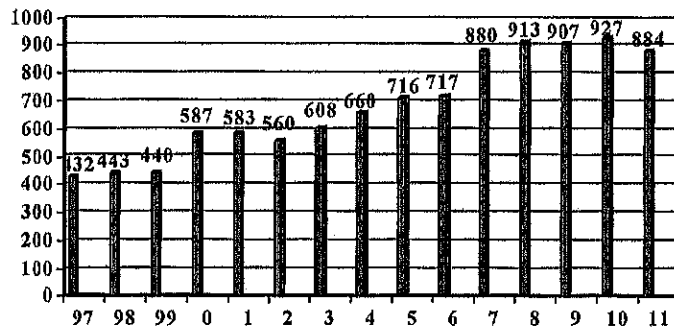
Supervisor Bostwick made a motion to approve the Resolution accepting the Prescription Drug Grant and amending the 2012 Rock County Health Department budget. Dr. Winter seconded the motion. MOTION APPROVED.

**Environmental Health**

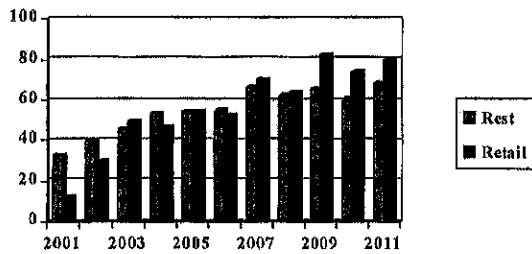
**Food Safety Program – Looking at Trends**

Mr. Banwell did a PowerPoint presentation on trends in restaurant inspections. He stated that from 1997-2011 the number of food and lodging permits has increased due to an increase in the food industry. In 2001 the health department became agents with DATCP and DHS on food licensing. Annual inspections are done for all food and lodging facilities in Rock County. There were approximately 900 restaurant and retail food permits issued in 2011. Retail includes grocery stores and gas stations. Since 2001 the average annual inspection scores have gone up every year with the number of critical violations going down. Education and training is part of the reason. The food code changes every 3 years.

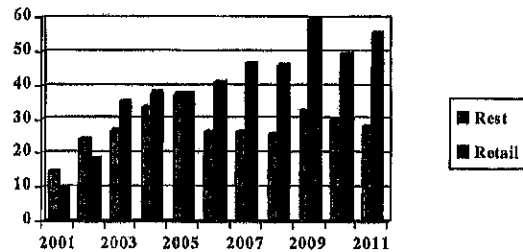
**Rock County Health Department  
Number of Food & Lodging Permits by Year**



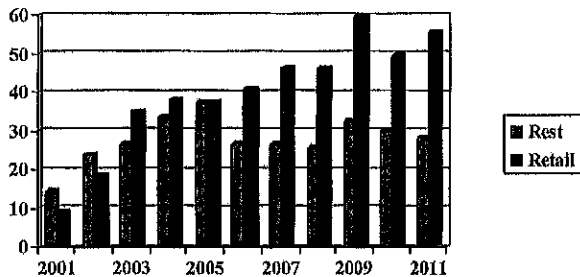
Restaurant and Retail Food Establishments Per Cent Inspections w  
2001-2011



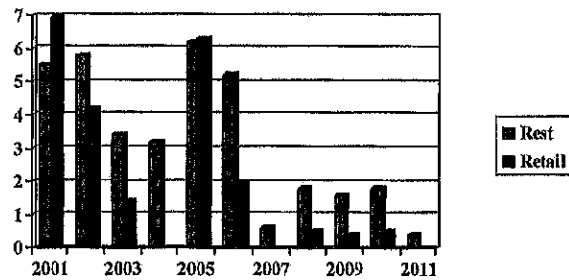
Restaurant and Retail Food Establishments  
Per Cent Inspection Scores Above 90  
2001-2011



Restaurant and Retail Food Establishments  
Per Cent Inspection Scores Above 90  
2001-2011



Restaurant and Retail Food Establishments  
Per Cent Inspection Scores below 70  
2001-2011



- Pre-Packaged Salad Mixes
- Mass Productions and Distribution of Foods

### **EMERGING FOODBORNE DISEASE FACTORS**

- Human Population Changes
- Human Behavior Changes
- Changes in Industry and Technology
- Changes in Travel and Commerce
- Microbial Adaptation
- Economic Development and Land Use

### **DISEASE PREVENTION TECHNIQUES**

- Thoroughly Heating Potentially Hazardous Foods
- Refrigerate Foods
- Separating Cooked and Raw Foods
- Always Wash Your Hands
- Cleaning and Sanitizing Food Contact Surfaces and Cutting Boards to Prevent Cross Contamination

Supervisor Peer asked what causes Listeria and is there a cause for people going organic. Mr. Banwell stated that it is an intestinal disease that causes diarrhea. It is okay to go organic, but to remember that it does not mean that everything is safe, washing everything is still recommended.

## **Public Health Nursing**

### **Medical Assistance Revenue from Maternal Child Health Services**

Ms. Zoellner gave a PowerPoint presentation on maternal child health revenue comparisons.

Ms. Zoellner explained the goals for service delivery of the maternal child health program. The Health Department wants to serve women and children at-risk. We will serve them regardless if they have insurance. We will bill medical assistance where possible. The RCHD Prenatal Care and Coordination Program (PNCC) provides home and office visits to pregnant women on medical assistance who are at risk for poor outcomes. The billing for these services ends 60 days after the baby's birth. RCHD collaborates with area hospitals to provide prenatal classes for these clients. The hospital bills RCHD and we reimburse them for these clients. Recently our PNCC program has added the "Before Baby Arrives" curriculum. In 2011, we did 468 developmental screenings and 15% came back with concerns about baby's development. An additional billage service is Express Enrollment. This program is intended to issue temporary MA card to qualifying pregnant women, which allows the client to be able to see their doctor right away. The client is counseled about resources, given referrals to the physician and to our home visiting program, and assisted through the process of applying for their permanent medical assistance card.

**Public Health Nursing**

**Medical Assistance Revenue from Maternal Child Health Services**

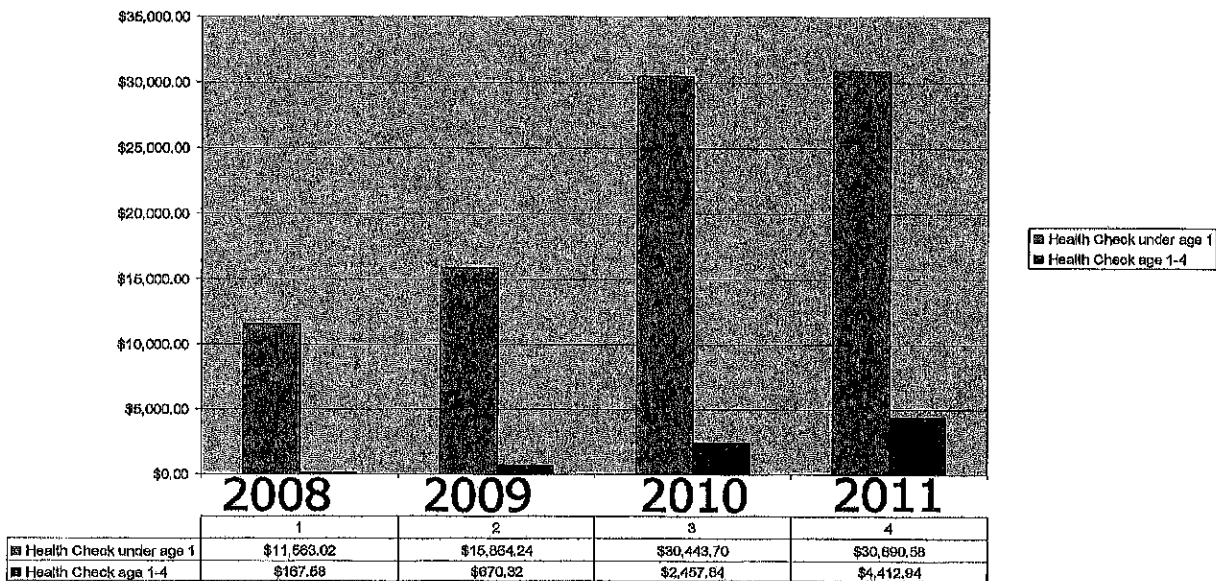
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**Services Billed:**

**Health Check**

- Child must be an MA recipient
- Billed up to 6 times in the first year
- Health assessment
- Resource and Referral
- Growth & Developmental Screening
- Access to healthcare
- Oral Screening
- Lead Screening



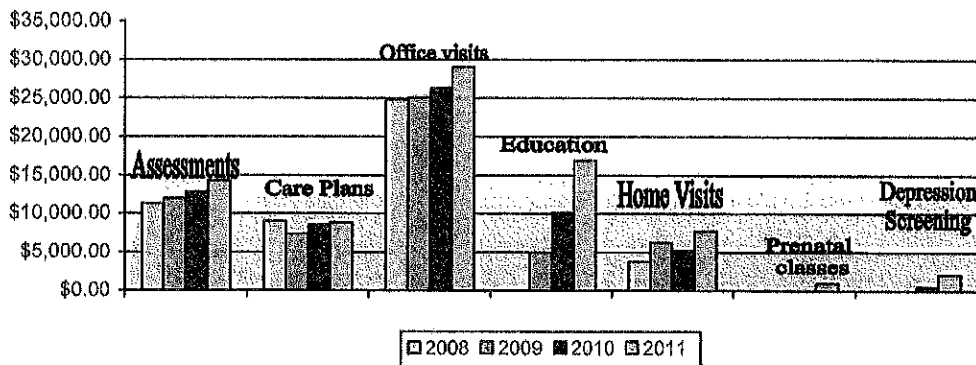
Prenatal Care Coordination (PNCC)

- ◆ In Order to Bill, Woman Must Be Covered by MA
- ◆ Provided To Pregnant Women At Risk For Poor Outcomes.
- ◆ Home visits and Office Visits
- ◆ Collaboration to Provide Prenatal Classes
- ◆ Billing ends 60 days after Delivery

Express Enrollment

- \*Short form enrollment for pregnancy benefits through medical assistance
- \*Pregnancy Testing
- \*Counseling (Resource and Referral)

**Changes in Revenue in in PNCC  
2008-2011**



**\*Note: the revenue increased 20.7% from the year 2010 to 2011**

Rock County Health Department Nursing Division MCH Billing comparison 2010-2011										
PNCC	2010				2011				% change	
	Hours	Unit	Rate	Total	Hours	Unit	Rate	Total		
Assessment H1000		316	\$40.40	\$12,647.20		364	\$40.40	\$14,901.60	11.3%	
Care Plan H1002 U2		175	\$48.79	\$8,538.25		181	\$48.79	\$8,830.69	3.4%	
Ongoing 1002	704.75	3179	\$8.28	\$26,322.12	876.25	3505	\$8.28	\$29,021.40	10.3%	
Ongoing 1003 edu	200.75	803	\$12.63	\$10,141.89	334.50	1338	\$12.63	\$16,898.64	66.6%	
Home Visits H1004	120.5	482	\$10.81	\$5,210.42	179.00	718	\$10.81	\$7,738.96	48.5%	
Edinburgh		15	\$35.00	\$525.00		58	\$35.00	\$2,065.00	293.3%	
Prenatal classes	0	0	\$0.00	\$0.00	181.00	724	\$2.63	\$1,831.72	na	
Prenatal classes amt paid out net gain							paid out	minus \$866		
								NET \$665.72		
			TOTAL	\$63,684.88			TOTAL	\$81,650.33	28.4%	
Health Check										
Age NS-1		545	\$55.86	\$30,443.70		553	\$55.86	\$30,890.58	1.6%	
Age 1-4		44	\$55.86	\$2,457.84		78	\$55.86	\$4,312.94	78.6%	
			TOTAL	\$32,901.54			TOTAL	\$35,203.52	7.3%	
Express Enrollment										
Counseling		53	\$16.43	\$870.79		43	\$16.43	\$706.49	-18.8%	
Pregnancy Testing		27	\$8.74	\$235.98		17	\$8.74	\$148.58	-37.0%	
			TOTAL	\$1,106.77			TOTAL	\$855.07	-22.7%	
Grand Total			TOTAL	\$97,583.19			TOTAL	\$117,814.82	20.7%	

Mr. Rooney asked if the department has exhausted all areas to possibly get reimbursed on. Ms. Zoellner stated that they are always looking for new this to bill. The Edinburgh Scale and Substance Abuse assessments are being added this year.

**Communications and Announcements**

None at this time.

**Adjournment**

Supervisor Peer made a motion to adjourn the meeting. Dr. Peterson seconded the motion. MOTION APPROVED. Meeting adjourned at 7:24 p.m.

Respectfully submitted,

Carol McComb, Recorder  
Not Official Until Approved by the Board of Health